SR. PROGRAMMER ANALYST

DISTINGUISHING FEATURES

The fundamental reason the Sr. Programmer Analyst exists is to perform responsible systems analysis and application programming work on data processing systems for various City departments. This classification is not responsible for the supervision of others. The Sr. Programmer Analyst classification can be distinguished from the Programmer Analyst, by the complexity of assigned work, more analysis-based programming, and less supervision received. Work is performed under general supervision of a department manager or director.

ESSENTIAL FUNCTIONS

Meets with customers to determine needs, problems and specifications of Applications Systems; develops scope of work, timelines, and application processing procedures.

Serves as the lead person on large applications, serving as the "go-to" person when errors occur. Troubleshoots and performs programmatic changes. Develops efficient methods and processes, controls costs.

Develops programming coding standards for Oracle databases and UNIX operating system platforms. Maintain and reconcile the database for analytical and reporting purposes. Provide 24-hour/7 day support for the system.

Analyzes requirements as specified by users' to determine programming methods to be used; studies existing processes related to job request; organizes existing documentation information; designs solutions to meet users requests; and develops proposed alternatives to problems.

Develops proposed outputs, includes designing screens, report formats and structuring of data files; and determines and organizes methods and procedures to satisfy user needs.

MINIMUM QUALIFICATIONS

Knowledge, Skills, and Abilities

Knowledge of:

computer equipment, open systems, networking and client- server environments.
Information Systems related terminology, practices and procedures
Information Systems processes, regulations, codes, ordinances and terminology
Application Development and Support practices and procedures

Ability to:

Describe in detail each of the program steps needed in the solution of a problem and arrange these steps in a logical sequence, and translate specifications into a programming language.
Communicates with customers and is able to interpret technical information in layman's terms.
Review procedures and problems and develop solutions and new systems
Listen and communicate effectively with a diverse group of people
Establish and maintain effective working relationships with co-workers, supervisors, contractors, architects, engineers and the general public
Operate a PC to compose reports and correspondence

Operates a variety of standard office and computer equipment that require continuous and repetitive eye and arm or hand movement.

Understand and interpret City ordinances, stipulations, codes, policies and procedures and understand the logic behind them
Communicate effectively with the City staff, vendors, and co-workers
Study problems and develop innovative solutions; prepare and present effective written and oral reports

Education & Experience

Any combination of a Bachelor's degree in Computer Science or a related field with specialization in the area of application development and support. Requires a minimum of four years recent experience in application development and support. Must possess excellent written and oral communication skills.

FLSA STATUS: exempt   **HR Ordinance Status:** unclassified